

City of Asheville - Travel Expense Report

Name Brenda G. Mills		Account / Project Code	
Department/Division Communications & Public Engagement		Destination Arlington, VA	
Names of Other City Employees on Trip Not Applicable		Travel Period April 15-22, 2018	
		Mileage Rate 0.545	

SECTION 2

Date	Registration Fees	Airfare	Baggage	Lodging	Rental Car	Other Transportation Expenses (Taxi, Parking)	Fuel Purchased	Daily Per Diem Rate (per GSA) Full Day	Daily Per Diem Rate (per GSA) Travel Day (75%)	Less Meals Provided (per GSA) (Enter as negative number)	Any Meals Paid on P-card?	Miles (Personal Car Only)	Mileage Reimbursement	Misc (Explain Below)	DAILY TOTALS
4.15.18	✓ \$1,525.00	✓ \$231.30	\$25.00	\$230.07		\$15.41		personal \$51.75	\$51.75	N	N		0.00		\$2,078.53
4.16.18				\$257.13		\$10.00		\$59.00		N	N		0.00		\$336.13
4.17.18				\$257.13		\$10.00		\$59.00		N	N		0.00		\$336.13
4.18.18				\$257.13				\$59.00		N	N		0.00		\$326.13
4.19.18				\$243.60				\$59.00		N	N		0.00		\$312.60
4.20.18				\$230.07				\$59.00		N	N		0.00		\$299.07
4.21.18						\$4.00				N	N		0.00		\$4.00
4.22.18		✓ \$231.30	\$25.00			\$16.68			\$51.75	N	N		0.00		\$324.73
													0.00		\$0.00
Total Reimbursement: \$4,017.32															

COMMENTS: Traveler paid for 4.21.18 Hotel stay.

Total Travel Expense	\$4,017.32
Less:	
Expense Paid Prior to Travel	\$1,987.60
Travel Advance	\$0.00
Rental Car Charges Direct Billed	\$0.00
City Fuel Card Charges During Travel	\$0.00
City P-Card Charges During Travel	\$1,581.22
Amount Due Traveler or (Due City)	\$448.50

I hereby certify that the foregoing expenses were incurred in the conduct of business for the City of Asheville. I have also provided documentation of any expenses for which I used my City Procurement Card or a City Fuel Card as payment.

Traveler: Brenda G. Mills 4.25.18

Date Submitted: _____

Department Director / City Manager: Anthony Runkitch

Date Approved: 5/10/18

I have reviewed and approve the travel expenses.

Division Director: _____ Date Approved: _____



HILTON ARLINGTON
950 North Stafford Street | Arlington, VA | 22203
T: 703 528 6000 | F: 703 812 5127
W: hilton.com

NAME AND ADDRESS:

MILLS, BRENDA
131 SUNNY MEADOWS BLVD
ARDEN NC 28704
UNITED STATES OF AMERICA

Room: 517/K1D
Arrival Date: 4/15/2018 7:52:00 PM
Departure Date: 4/22/2018 6:53:00 AM

Adult/Child: 1/0
Room Rate: 203.15

Rate Plan: PGARP3
HH #: 166244197 BLUE
AL:
Car:

Confirmation Number: 3430409438

4/22/2018

Hilton

DATE	REFERENCE	DESCRIPTION	AMOUNT
4/15/2018	2921239	GUEST ROOM	\$203.15
4/15/2018	2921239	STATE TAX	\$12.19
4/15/2018	2921239	OCCUPANCY TAX	\$14.73
4/16/2018	2921768	GUEST ROOM	\$227.05
4/16/2018	2921768	STATE TAX	\$13.62
4/16/2018	2921768	OCCUPANCY TAX	\$16.46
4/17/2018	2922276	GUEST ROOM	\$227.05
4/17/2018	2922276	STATE TAX	\$13.62
4/17/2018	2922276	OCCUPANCY TAX	\$16.46
4/18/2018	2922775	GUEST ROOM	\$227.05
4/18/2018	2922775	STATE TAX	\$13.62
4/18/2018	2922775	OCCUPANCY TAX	\$16.46
4/19/2018	2923290	GUEST ROOM	\$215.10
4/19/2018	2923290	STATE TAX	\$12.91
4/19/2018	2923290	OCCUPANCY TAX	\$15.59
4/20/2018	2923878	GUEST ROOM	\$203.15
4/20/2018	2923878	STATE TAX	\$12.19
4/20/2018	2923878	OCCUPANCY TAX	\$14.73
4/22/2018	2924552	MC *6595	(\$1,475.13)
		BALANCE	\$0.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 5,000 hotels and resorts in 100 countries, please visit Honors.com

ACCOUNT NO.	DATE OF CHARGE	FOLIO NO./CHECK NO.
MC *6595	4/22/2018	576807 A
CARD MEMBER NAME	AUTHORIZATION	INITIAL
MILLS, BRENDA	052657	
ESTABLISHMENT NO. & LOCATION	PURCHASES & SERVICES	
	TAXES	
	TIPS & MISC.	
CARD MEMBER'S SIGNATURE	TOTAL AMOUNT	-1,475.13
MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.		PAYMENT DUE UPON RECEIPT

W
WALDORF
ASTORIA
HOTELS & RESORTS

CONRAD
HOTELS & RESORTS

canopy
BY HILTON

Hilton
HOTELS & RESORTS

CURIO
A COLLECTION BY HILTON

DOUBLE TREE
BY HILTON

TAPESTRY
COLLECTION
BY HILTON

EMBASSY
SUITES
BY HILTON

Hilton
Garden of
Eve

Hampton
BY HILTON

tru
BY HILTON

HOMEWOOD
SUITES
BY HILTON

HOME2
SUITES BY HILTON

Hilton
Grand Vacations

Hilton
HONORS



Brenda Mills <bkmills@ashevillenc.gov>

Fwd: Your Sunday evening trip with Uber

1 message

Brenda Mills <bkmills@charter.net>
To: "Brenda G. Mills" <bkmills@ashevillenc.gov>

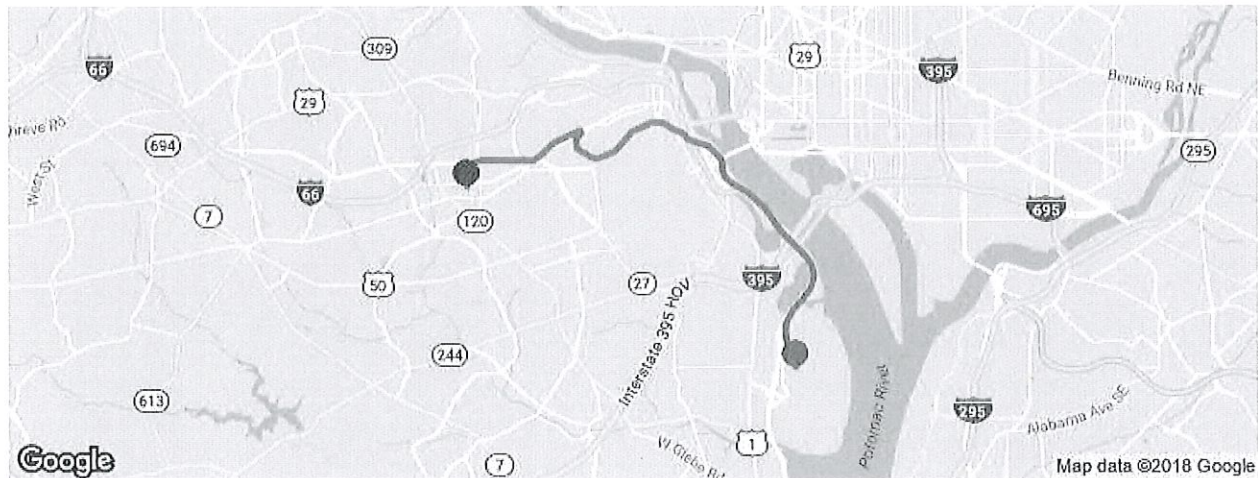
Wed, Apr 25, 2018 at 7:44 AM

4.15.18 UBER Receipt

Sent from my Personal iPhone

Begin forwarded message:

From: "Uber Receipts" <uber.us@uber.com>
Date: April 15, 2018 at 7:39:13 PM EDT
To: <bkmills@charter.net>
Subject: Your Sunday evening trip with Uber

**UBER****\$15.41**

Thanks for choosing Uber, Brenda

April 15, 2018 | POOL

✓ YOU ARRIVED BY 07:44pm.

● 07:18pm | 4 S Smith Blvd, Arlington, VA

 07:38pm | 977 N Stafford St, Arlington, VA



You rode with Dong

5.86
miles

00:19:57
Trip time

POOL
Car



ADD A TIP

Did you know you can order food delivery through Uber? Try Uber Eats and get 20% off your first order with the code 20ubereats. Download the app today.

Your Fare

Trip fare	\$15.41
-----------	---------

Subtotal	\$15.41
----------	---------

CHARGED

 Personal **** 6595

\$15.41

Receipt ID # f2dd0b2b-d952-4dbf-a59b-e677c3530d8d



Earn 4% back on dining, 3% back on hotel & airfare, 2% back on online purchases, and more with the Uber Visa Card.

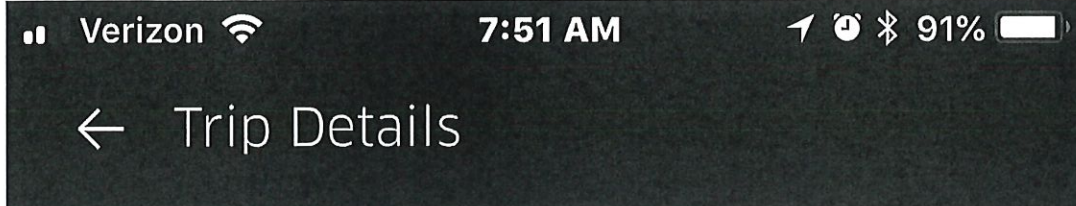
[Learn more](#)

Need help?

Tap Help in your app to contact us with questions about your trip.

Leave something behind? Track it down.

For trips within the District of Columbia, you may contact DFHV at (202) 645-7300 or bit.ly/DFHV-Complaints if you believe your operator violated District law. Please do not contact DFHV for concerns related to fees or fares, including cancellation and cleaning fees. All first-time complaints regarding fees or fares should be routed to Uber by going to <https://help.uber.com> or selecting "Help" in the Uber App.



4/22/18, 6:54 AM

Toyota Avalon 9BW3750

\$16.68

Add a tip

● 950 N Stafford St, Arlington, VA 22203, USA

■ 2 Aviation Cir, Arlington, VA 22202, USA



You rated Vedia



Help

Receipt

POOL Receipt

Trip fare

\$16.68

Subtotal

\$16.68

Total

\$16.68

MASTERCARD 6595

4/22/18, 7:12 AM

\$16.68

UNITED 

Baggage Receipt

Issue Date: 15 APR 2018 AVL ATO

Baggage Document
0162607870285

Description
First Bag Fee

Qty
1

Fees
\$25.00

Meth
Mast

Ticket Number
0162393783674

Card
BREN

Confirmation:
FWME46

Carr
UA
UA

Total Baggage Fees: USD \$25.00

Excess Baggage Terms and Conditions:

- All excess baggage is subject to space availability
- Receipt for payment must be presented at bag check
- For refunds or adjustments, see a United representative.

Confirmation:
FWME46**Baggage Receipt**

Issue Date: April 21, 2018

Traveler	Baggage Document	Ticket Number
MILLS/BRENDAGAIL	01626083006822	01623937836743

FLIGHT INFORMATION

Day, Date	Flight	Departure City/Time	Arrival City/Time	Aircraft
Sun, 22 APR 18	UA705	WASHINGTON-REAGAN NATL (DCA) 9:00 AM	CHICAGO-OHARE (ORD) 10:15 AM	A-319
Sun, 22 APR 18	UA5136	CHICAGO-OHARE (ORD) 2:14 PM	ASHEVILLE (AVL) 5:09 PM	CRJ 200

FEE INFORMATION

Description	Quantity	Fees
First Bag Fee	1	\$25.00
TOTAL FEES:		USD \$25.00

Method of Payment

MasterCard XXXXXXXXXXXX6595

Cardholder Name

BRENDA G MILLS

Excess Baggage Terms and Conditions

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.

For up to the minute flight information, go to mobile.united.com.

04/21/18 11:19:27

Ballston
Arlington VA
FOR CUSTOMER SERVICE
CALL 202-962-5719

4230 Fairfax Drive
MEZZANINE 99
MACHINE 36

AN: *****6595

VENDOR: 099-36-31961
REF NO: 319613171958
AUTH NO: 034574

CREDIT PURCHASE

ADD \$4.00 VALUE

TO SMARTRIP

S/N:
0167 1529 9711 6988 5440

TOTAL AMOUNT: \$4.00

THANK YOU
FOR RIDING METRORAIL

THE FUTURE IS
RIDING ON METRO

04/17/18 07:35:10

Ballston
Arlington VA
FOR CUSTOMER SERVICE
CALL 202-962-5719

4230 Fairfax Drive
MEZZANINE 99
MACHINE 30

AN: *****6595

VENDOR: 099-30-31742
REF NO: 317422812903
AUTH NO: 082564

CREDIT PURCHASE

ADD \$10.00 VALUE

TO SMARTRIP

S/N:
0167 1529 9711 6988 5440

TOTAL AMOUNT: \$10.00

THANK YOU
FOR RIDING METRORAIL

THE FUTURE IS
RIDING ON METRO

04/16/18 07:48:31

Ballston
Arlington VA
FOR CUSTOMER SERVICE
CALL 202-962-5719

4230 Fairfax Drive
MEZZANINE 99
MACHINE 31

AN: *****6595

VENDOR: 099-31-31592
REF NO: 315922727306
AUTH NO: 018120

CREDIT PURCHASE

ADD \$10.00 VALUE

TO SMARTRIP

S/N:
0167 1529 9711 6988 5440

TOTAL AMOUNT: \$10.00

THANK YOU
FOR RIDING METRORAIL

THE FUTURE IS
RIDING ON METRO



Brenda Mills <bmgills@ashevillenc.gov>

Fwd: Your Apr 15, 2018 Confirmation #3430409438

1 message

Brenda Mills <bmgills@charter.net>

Fri, Mar 23, 2018 at 3:22 PM

To: "Brenda G. Mills" <bmgills@ashevillenc.gov>

IAP2

Sent from my Personal iPhone

Begin forwarded message:

From: "Hilton Hotels & Resorts Confirmed" <hiltonhotels&resorts@res.hilton.com>

Date: March 23, 2018 at 3:07:33 PM EDT

To: "bmgills@charter.net" <bmgills@charter.net>

Subject: Your Apr 15, 2018 Confirmation #3430409438

Reply-To: confirmationhelp@hiltonres.com

#147514
see breakdown

Hilton Arlington
950 North Stafford Street, Arlington, VA 22203
T: 1 703-528-6000

Apr. 15, 2018 – Apr. 22, 2018
Confirmation Number: 3430409438

UPDATE

Brenda Mills,
see you on Apr 15, 2018



EXPLORE
Neighborhood



FIND US
Maps & Directions



DIG INTO
Dining